

Temporary Food Service Checklist

Food & Utensil Storage & Handling

- *Dry Storage* Store all food, equipment, utensils and single-service items above the floor on pallets or shelving to protect against contamination.
- *Cold Storage* Provide refrigeration units to keep potentially hazardous foods at 41°F or lower. An effectively insulated container with sufficient coolant may be used for storage of less hazardous foods or for use at events of short duration upon approval.
- *Hot Storage* Make sure hot food storage units are used where necessary to keep potentially hazardous foods at 135°F or higher.
- *Food Display* Make sure that all food is protected from customer handling, coughing, or sneezing by wrapping, sneeze guards or other effective barriers.
- *Food Preparation* There is no food preparation allowed in personal home kitchens. All food preparation must take place in an approved kitchen. Make sure that all cooking and serving areas are protected from contamination. Barbecue areas must be roped off or otherwise segregated from the public.
- *Thermometers* Make sure that each refrigeration unit has a numerically scaled thermometer to accurately measure the air temperature of the unit. Provide a metal-stem thermometer where necessary to check the internal temperatures of both hot and cold food. Thermometers must be accurate to plus or minus 2°F and have a minimum range of 40°F to 165°F.

Personnel

- *Handwashing* Provide a two gallon or larger insulated container with a faucet type (not push button) spigot for warm water, along with a basin, soap, and dispensed paper towels for handwashing.
- *Health* Make sure that food workers have no open cuts or sores, are experiencing fever, vomiting, or diarrhea, or have any diseases transmittable by food.
- *Hygiene* Assure that food workers have clean outer garments and hair restraints.

Cleaning

- *Dishwashing* Provide three basins large enough for complete immersion of utensils and a way to heat water for washing, rinsing, and sanitizing utensils or equipment that will be reused or used for preparation of food.
- *Bleach* Provide unscented household bleach or other approved sanitizer for dishwashing sanitization and wiping cloths.
- *Wiping Cloths* Make sure that wiping cloths are rinsed frequently in a clean, 50-100 PPM chlorine solution (1 tsp bleach per gallon water).

Water Supply

- Make sure an adequate supply of potable water from an approved source is on site. Water storage at the booth or event is in approved storage containers.

Waste Disposal

- Make sure that wastewater is disposed of in an approved wastewater disposal system.

Premises

- *Floors* Make sure that unless otherwise approved, floors are constructed of tight wood, asphalt, or other cleanable material. Floors must be finished so as to be cleanable.
- *Walls & Ceilings* Make sure walls and ceilings are of tight and sound construction to protect the interior from the elements and flying insects, when necessary. Walls must be finished with a cleanable finish.
- *Lighting* Provide adequate lighting by natural or artificial means. Bulbs must be non-breakable or shielded.
- *Counters or Shelving* Make sure all food preparation surfaces are smooth, easily cleanable, durable and free of seams or difficult-to-clean areas.
- *Garbage* Provide an adequate number of cleanable containers inside and outside the booth or at the event.
- *Restrooms* Provide an adequate number of approved toilet and hand washing facilities at each event. These facilities must be accessible to employees.
- *Clothing* Store personal belongings in a designated place in the booth and away from the food preparation, food service, and dishwashing areas.